

THE CATAWBA COUNTY LIBRARY BOARD OF TRUSTEES MEETING
Minutes of February 10, 2004

The Catawba County Library Board of Trustees met at 12:00 noon on Tuesday, February 10, 2004, in the Genealogy Conference Room of the Main Library in Newton.

MEMBERS PRESENT:

Sylvia Hoke, Al Gaither, Cynthia Eades, Joyce Beatty, Eve Agee, Carolyn Setzer and Karen Foss, Library Director. Also present was Joellen Daley, Assistant County Manager.

Sylvia Hoke called the meeting to order.

MINUTES:

The minutes were approved as written.

INTRODUCTIONS:

Karen Foss, Library Director, introduced and welcomed Joellen Daley, Assistant County Manager.

LIBRARY DIRECTOR'S REPORT:

Karen Foss presented the Library Director's Report as information. Graphs were distributed to the Board showing circulation statistics, total number of borrowers, and total computer usage. Comparing total circulation system-wide for the last three years, circulation statistics and computer usage shows an overall increase. Currently, the library system has over 78,000 borrowers using library services.

There was a discussion on computer maintenance. Ms. Foss reported that the County ITC Department is responsible for taking care of library computers, system-wide, providing great support. She reported that all computers were updated last year.

BUDGET REPORT – FY 2004/2005

Ms. Foss reported that all recommended budgets and outcomes for fiscal year 2004/2005 were due to County administration, on Friday, February 6. She reported that the budget hearing process will begin in March. She noted that the increase in operating budgets were held to 1.5%. Ms. Foss reported that both Claremont and Conover have requested additional hours, 20 hours to 28 hours. She noted that details are being finalized.

There was a discussion on the number of volunteers for the library system. Ms. Foss reported that the total number of hours worked by volunteers add up to 2,040 hours, a total of 2 FTE combined. She reported that Claremont has a lot of volunteers whereas Conover, currently, has 1. Ms. Foss noted that libraries with Friends groups have more volunteers. There was a discussion. Mr. Gaither recommended that information about the volunteer program be placed at the circulation desk to make the public more aware of this program.

Ms. Foss explained how the book lease program works, noting that books are leased through a book jobber, Baker & Taylor. She noted that this program allows the library system to have more copies of the best sellers without purchasing them. There was a discussion.

MAIN LIBRARY RENOVATIONS

Ms. Foss reported that Eagle Wood Construction was awarded the bid for the Main Library Renovation Project, noting that the project has begun. She reviewed the plans, noting that there will be an elevator in the rear entrance of the building as well as a stairwell for entrance to the main library. She also reported that there will be a larger circulation desk, which will accommodate technology and improve workflow. There was a discussion. The architectural drawings were

available for review.

OTHER BUSINESS

Ms. Foss reported that Larry Brewer, Board of Elections, has requested that the “no excuse voting” be held at the Main Library this year. She noted that the primary voting has been changed to June 30th – July 21st which is when the library system’s Summer Reading Program is in process. Ms. Foss requested input from the Board on this issue. There was a discussion. It was recommended by the Board that the “no excuse voting” should be held elsewhere in the County.

There being on other business the meeting adjourned at 12:50 p.m.

Next meeting: May 11, 2004, 12:00 Noon, Main Library.

Respectfully submitted,
Linda Shull, Secretary